



Embassy of the United States of America
Panama, Republic of Panama
September 11, 2006

Dear Prospective Offeror:

SUBJECT: Solicitation Number *SPM070-06-R-0048* – for Local Guard Services

Attached is a Request for Proposals (RFP) for local guard services. If you are interested in submitting a proposal, please read the entire RFP carefully, especially the following sections:

- Section B.2.2** The contractor is liable for any severance pay to employees. Include severance pay as part of the hourly rate.
- Section G.2** Note recent changes for invoice format.
- Section H.7.7** The Government will be able to assist in the duty-free importation of equipment for this contract.
- Section L** Instructions for preparing a proposal are found in L.1. Also, there will be a site visit on *October 16, 2006* and a pre-proposal conference held in *the Multipurpose Room, 520 Clayton Bldg., on October 17, 2006*. If you are interested in attending, please notify us after you read the solicitation. Please note that any required visas, hotel reservations, and transportation are your responsibility.
- Section L.1.3.3(b)** Please note the requirement to provide details regarding any terminations, show cause notices, cure notices or deductions received on any contracts during the last 3 years.
- Section M.2** The compensation plan required in L.1.3.4(b) shall be a factor in determining technical acceptability of a proposal.

For your information, the current contractor is *WACKENHUT/SETECSA*. Current hourly rates are as follows:

- | | |
|-------------------------------------|---------|
| • Guard | \$3.24; |
| • Guard/Driver | \$3.82; |
| • Senior Guard | \$3.51; |
| • Surveillance Detection Specialist | \$3.77; |
| • Surveillance Detection Supervisor | \$5.23; |
| • Supervisor | \$5.29; |

Any questions must be sent in writing to PNMPROCREQ@state.gov or faxed to *(507)207-7141*. The US Embassy appreciates your interest in this solicitation.

Sincerely,

Michael Aguilera
Contracting Officer

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